

Close
Cwa

9
Sect. II-27--57,004--15-11-43

E. P. (1946) Department.

MS SERIES.

G.O. No. 1150 2d

Dated 7.6.46

7-6-1946

[Despatch Abstract.]

Made record of
H. B. Employment.

Search
Sanctioned

Back Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Further Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.
Ms.	206.	Edu.	7-1-47.				
"	3234.	"	17-12-48.				

From

Rao Bahadur Dr.B.S.Baliga, Ph.D., (Lond.),
Curator, Madras Record Office, CHITTOOR.

To

The Secretary to Government,
Education & Public Health Department,
Fort St. George, M A D R A S. (2)

25 APR 1946 Sir,

22386

Subject:- Searches - Important - Appointment of
Search Assistant - Proposals.

I have the honour to submit a proposal for placing on an efficient and secure footing one of the rapidly expanding activities of the Record Office, namely, that of furnishing to the Government complete notes supported by documentary evidence upon important matters arising in the course of administration.

Formerly, this Office was not expected to undertake searches and submit detailed notes illuminating the points under discussion. That work was done by the Departments of the Secretariat. What the Record Office was then expected to do was merely to trace and put up papers on a given subject, or at most to invite attention to such relevant portions of them as seemed to clarify the points at issue. Latterly, however, note writing on difficult, intricate or important matters has become a regular function of the Record Office so much so that I find it difficult to do full justice to it without the aid of a capable assistant appointed exclusively to help me in that work.

I would never for a moment wish to suggest that this important work should not be considered as one of the legitimate duties of the Record Office. I have all along believed, for the reasons which I shall explain shortly, that no Department is as advantageously placed as the Record Office in revealing the many aspects of administration. In fact, it has been with this conviction born of experience that I have, on several occasions, welcomed searches and undertaken the writing of elaborate notes on various subjects of importance. Such, for instance, are the notes I have submitted on the introduction, working and abolition of the Tobacco Monopoly, the practicability or otherwise of adopting the system of revenue collection in kind, the nature and cost of the original settlement operations, certain aspects of classification of lands, permission certificates, 99 years' leases, fish pattas, salt compensation, pearl fisheries, claims of certain Devasthanams, inamdars, shrotriendars, zamindars, particulars regarding Census, the growth of education and literacy, some aspects of British relations with the Nawab of Arcot, the claims of the Nizam of Hyderabad to the port of Masulipatam and to the exemption from customs duties, French rights at Mahe, Masulipatam, etc., Bombay-Mysore boundary dispute and, latterly, matters like the possibilities of manufacturing hand-made paper in prisons, of starting lead, silver, copper, coal and lignite mining industries, the occurrence of uranium in some districts, the Orissa-Madras boundary dispute about the Doduma Waterfalls, claim of the Sandur State regarding Ramundurg and above all, various matters connected with the revision of the land revenue policy, the many aspects of the permanent settlement and how that system can be abolished, what rights the zamindars, the under-tenure holders and other inamdars possess in the estates and how in the event of the abolition of the

permanent

* Please see
volumes placed
below
retained in
section

2.
permanent settlement they can be justly compensated. For writing these notes I have had in most cases to trace papers from the records covering over a century, to study them, to eschew such of them as are irrelevant and extract such of them as are relevant to the matter under consideration.*

4 There can be no doubt that these notes, embodying as they do, the practical experience of a series of administrations and showing at a glance the origin, the growth, and the complexities of a number of important factors governing present affairs, have been found useful by the Government. In some cases I have been specially thanked for these notes and the very fact that the Departments have begun to ask the Record Office to submit such detailed notes on current problems in increasing frequency is by itself a sure indication of their usefulness. Having said this much, I may be permitted to explain why this type of work should be encouraged in the Record Office and put upon a secure footing.

5 Experience has shown me that the former procedure of calling for information, which still to a large extent obtains in the Secretariat, leaves much to be desired. According to this, when information on any particular point or matter is required, the Departments call for such previous papers as are referred to in the correspondence under consideration or as are mentioned in the few years' indexes in their possession. After obtaining these papers from the Record Office they are expected to study them and to put up notes on points requiring orders. This procedure is perfectly all right where minor or routine matters are concerned, or where the information required is only on some specific points of recent occurrence. But in important matters this can never be satisfactory.

6 For one thing, most of the important matters affecting public rights or policies have their roots in the past, in the formative epoch of British administration. That being so, no policy can be revised, no public right defended, without a careful study of the past records. It is needless to give instances to illustrate this self-evident fact. It ought to be sufficient to remark that the various aspects of matters like the permanent settlement, the ryotwar system, the inam settlement, riparian rights, religious and charitable endowments, political pensions, inter-provincial boundary disputes, treaty rights of Indian States and Foreign powers etc., can be studied and understood properly only with the aid of the past records. And it requires no argument to show that none of the matters of this nature can be so studied and understood with the aid of a few papers that can be traced from the indexes of some recent years which are in the possession of the Department.

7 Secondly, it must be remembered that most of these matters are very often dealt with not in one but two or more Departments, so that it is too much to expect the Department now dealing with any of them to be aware of the existence of the relevant papers disposed of in the other Departments in the earlier years. Under these circumstances a correct understanding and exposition of a vast, difficult or controversial subject cannot be possible and, that being so, the note put up may sometimes result unintentionally in passing erroneous orders, may be, even on vital matters affecting public interests. The pity of it is in that case none would have been conscious of the error, for none would have known the correct position, having made no exhaustive study of the subject.

8 Thirdly, even if the Department were to call for

* Samples of the notes are submitted for perusal. Some of them are confidential.

3.
all papers on a subject, as it sometimes does, in the absence of precise information furnished to this Office about the points at issue, it may be found that most of the papers sent, though relating to the subject, are unhelpful in elucidating these points. In such cases it becomes necessary for the Department to call for more papers at random on the offchance of finding in them the exact information required, and all this not only means uncertainty but delay and waste of time and energy not to speak of the avoidable damage to the irrelevant records in transit to and fro.

9 Now if the Record Office were provided with one or two able hands and asked not merely to send the paper called for, but to furnish complete notes supported by evidence upon all really important matters under consideration, it ought to be possible for it to do this work in a much more satisfactory and expeditious manner. For, it has certain unique advantages over the Departments of the Secretariat. Unlike the Departments it possesses all the Indexes, manuscript or printed, of all the Departments from the earliest times down to the present (1670 to 1942). It possesses, moreover, a large collection of special reports and other books of reference which assist not a little in conducting searches. It possesses, what is more, an all round knowledge of the various activities of the Government gathered in the course of supplying information daily to the different Departments of the Secretariat, the Board of Revenue and the Collectors. And above all, it possesses undoubted facilities to consult readily without waste of time all series of records of the various Departments of the Government including the confidential records and of the Board, which are in its immediate custody. With all this technical equipment and special advantages there can be no doubt that it is in a much better position than any Department to trace exactly what is wanted whether it be from among the old or from among the more recent records and to present it in the shape of a note in a clear and comprehensive manner.

10 It may be urged that most of these defects can be overcome by sending to the Record Office the correspondence under consideration, (the current file) and asking that office to put up all papers throwing light on the points raised in it, so that the Department can study them and submit proper notes. Of course, in that case, it will be possible for the Record Office to furnish all the papers. But the point is whether this will not involve an unnecessary duplication of study and avoidable waste of time and energy. For, before the Record Office can furnish all the papers it is absolutely necessary for it to study them carefully to make certain that all the information required is sent. All this study will be wasted if it is not required to put up the note explaining the points at issue. Because, if it is not required to do so, another careful study of all papers will have to be made by the Department before it can put up a complete note. On the other hand, if the Record Office is to write the note, the Department need study that alone and proceed straight away to pass orders.

11 It must be admitted that upon difficult and intricate questions, even with all the papers at hand, doubts are likely to arise in the course of writing notes and that, while such doubts can be immediately set at rest in the Record Office by a reference, where necessary, to other papers, they cannot be readily resolved in the Secretariat. Nor is this all. The Department while writing the note is often likely to imagine that several of the obscure points can perhaps be made clear

4.
by a reference to papers not sent by the Record Office. But the Record Office can have no such illusion. For, being so to say, on the spot with all the records, it will have examined all relevant papers and arrived at a certainty as what information is available and what is not. And this certainty based on an exhaustive study of all available records cannot but invest the Record Office note with an air of finality.

12 It was because of all these advantages that I have welcomed the opportunities for writing notes on important matters. But I have done this almost all by myself in addition to all my other duties, with only the occasional aid of one or two able men under me. And every time I have utilised the services of these men I have found that I could do so only at the expense of some other work upon which they are legitimately engaged. This is because as I have clearly shown in the administration reports of the Record Office of recent years the work and responsibilities of this office have increased very much in every direction, whether it be in the matter of mending and reconditioning, or in the matter of new accessions of records or in the matter of compliance with requisitions from the Departments or in the matter of cataloguing and listing or in the matter of publishing the historical records. However, I have not been given nor have I asked for any extra assistance for this new work of collecting materials and writing notes on important matters, except on a single occasion when I was asked to submit an exhaustive note on various matters connected with the proposal to abolish the permanent settlement. But as the Departments now seem to have realised that upon most matters of importance which have a past the Record Office ought to collect all the papers, study them and submit detailed notes supported by evidence, throwing light on the points at issue, I am obliged to apply for some assistance.

13 I am not asking for any considerable staff for this purpose. I am asking for the present only for the creation of one post of a Search Assistant. But I am desirous that the person appointed should be an able and intelligent man, a man with a sense of responsibility, studious in habits, experienced in referencing, possessing some general knowledge of the history of administration and capable of extracting the essence of the records examined. I am specially desirous that he should be active and enthusiastic for without this his work is likely to suffer in course of time. It will be admitted that these qualifications are necessary for the post I have in view, a post in which a quick grasp of what is wanted, an untiring effort to trace it and an ability to understand it and present it in a clear manner are essential. I shall of course have to guide him, to go through his work at every stage, to study all the records he collects, to correct his notes and rewrite them if necessary. But much intelligent and responsible work will have to be done by him and therefore he should, I submit, be in a grade more or less similar to that of a Superintendent in the Secretariat.

14 I shall not ask even for the scale of pay of a Superintendent in the Secretariat. Some months back when I was asked to write detailed notes on the various aspects of the permanent settlement in connection with the proposal to abolish the estates I was given a Special Assistant on a scale of Rs. 175-15/2-250 a scale of the post of Tahsildar. I consider that for the present it would be sufficient if I am given a Search Assistant on the same ~~same~~ scale. This scale is not much above that of the Senior Assistant (the Superintendent) of the Record Office (his scale is 175-15/2-220). It is at the same

time

5. ④
time, attractive enough to enable me to select and appoint the most suited man for the post. But this scale is the minimum required. Anything less than that will hold out no attraction for the experienced and capable men of the office, and will not allow me to fill the post with the suitable man and to retain him in it for a sufficiently long time so that the training he receives and the experience he gains is not lost to the office. I therefore beg to request that the Government may be pleased to create the post of a Search Assistant in this office on a scale of Rs. 175-15/2-250. I beg to request that it may be declared a selection post for which the qualification will be sound experience in referencing and a degree of Bachelor of Arts, preferably in History.

15 It should not, however, be imagined that when this post is created the Departments of the Secretariat can send all their files here for tracing papers and putting up notes. It is obvious that with the aid of one assistant I will not be able to cope with all this work. Nor will any useful purpose be served by doing so. As I have already pointed out, the Departments ought to be in a position to call for the exact papers required on all routine or minor matters of recent occurrence. It is only in matters of importance or of intricate nature where a search has to be conducted for tracing all relevant papers relating to the points or policies at issue that the files have to be sent to the Record Office and it has to be asked to trace and examine the papers and to put up complete notes. It may be that I may not be able to deal even with all the important files of all the Departments with the help of one assistant. If this should be so, I shall have to apply for more assistance in course of time.

16 Even as it is, there is ample justification for placing this ever increasing important work on a permanent footing by the appointment of one Search Assistant. At the present moment I have on hand about half a dozen searches all of which demand the writing of notes after a careful tracing and study of a large number of papers from among records covering, in some cases, over a century or more. I cannot hope to complete this work without diverting one or two able men from their regular legitimate work, a procedure which is, to say the least, unsatisfactory. I beg to request, therefore, that the Government may be pleased to approve my proposal, seeing that it has become a real necessity and seeing that it will enable this office to discharge duties which it is so eminently fitted to discharge, in a manner most useful to the Government.

17 The proposal will no doubt greatly increase my work and responsibilities. I shall have to see that no files are delayed, that all searches are conducted well, based on an examination and study of all relevant records, that the notes furnished are not only clear, precise to the point and at the same time complete, but also are without any ambiguity, exaggeration, or misrepresentation. But I shall gladly undertake this additional work and responsibility as I feel that that they may contribute not a little to efficient administration.

M. M. Mahalingam
CURATOR.
24-4-1946.

24
18.4.46

Incl. II in one sealed packet.

Edn. & P.H. Dept.

Abstract.

Madras Record Office - Search Assistant - Employment Sanctioned.

Read:--

From the M.R.O., No. 986A/46-1, dated 15th April, 1946.

G.O. MS. No. 1130 E.D., dated 7-6-46

The Government sanction the employment in the Madras Record Office, Chittoor, of a Search Assistant ^{the scale of} on Rs. 175-15/2-220 temporarily, for a period of six months from the date of employment to assist the Curator in the work connected with the preparation of notes upon important matters referred to him.

2x The ~~Expenditure on account of the Assistant~~ will be debited to the head "25-J. General Administration - Secretariat and Head Quarters Establishments - M-Madras Record Office."

2. The proposals of the Curator, M.R.O., that the post of Search Assistant should ^{be} a selection post and that the qualifications for it should be a degree of ^{B.A.} B.A., preferably in History, and sound experience in referencing are approved.

to the Curator, M.R.O., Chittoor.

the A.G. (thru' Fin.)

S.C.

para 14 up to 54

para 13, puef

30/5/46

30/5/46

31/5/46

13A
6/6/46

22366. From the Curator, M.R.O. No. 986. A/46-1 dated 18-4-46.

M.R.O. - Important searches - Appointment of a Search Asst.

The staff at present employed

the M.R.O. is as shown below:-

Officers: ~~Pay:~~

1 Curator Rs. 400-800
1 Asst. Curator Rs. 200-300

Permanent staff:

1 ^{Senior} Asst. Rs. 175-15/2-220 (selection)
3 Assts. Rs. 125-5-175 and ^{Prac.}
one on Rs. 100-150.
11 clerks (u.d.)
4 clerks (l.d.)
3 Typists.
1 Binder
2 durwans
48 attenders.

Temporary staff:

1 Spl. Asst. 100-10/2-200
3 clerks (u.d.) 55-100
1 Typist 37-70
1 Telephone operator 37-70
8 attenders.

2. The Curator, M.R.O., has submitted proposals for placing on a secure and efficient footing one of the expanding activities of that office, viz. that of furnishing to the deptts. of Govt. complete notes upon important matters arising in the course of administration. For this purpose he requests sanction for the employment in the M.R.O. of a Search Asst. on the scale of pay of Rs. 175-15/2-250.

3. The notes till now written by Dr. Baliga, the Curator, on various subjects of importance are enumerated in para 3 of his letter at pp. 1-2 c.f. Samples of the notes are placed below. It will be seen that his notes are valuable compilations of the information available in the old records. This item is one of the important activities of the M.R.O. The Curator states that he has done this work of writing notes almost all by himself till now with only the occasional aid of one or two of his assistants. He is obliged to apply for the appt. of a Search Asst. now as the number of requisitions for the writing of such notes is gradually increasing. The Curator ^{adds} ~~states~~ that at the present moment he has on hand about half a dozen searches, all of which demand the writing of notes after the study of a large number of papers. Three of these notes have been called for by the E. & P.H. deptt. and relate to (1) the development of the Govt. Museum, Madras, from its inception (2)

pp 13-14 of Budget
Notes at (P)

pp 1-54

p 54

para 12, p 44

para 16, p 54

history
Land revenue listing of the T.T. Devasthanam estates and
a note for the H.R.E.Bd. regarding the Malabar temples.

It seems better to utilise the services of the M.R.O. regularly for the writing of such notes instead of asking that office to send to the Sectt. all the old records which are voluminous and liable to be damaged in the transit to and fro. In the circumstances, the appointment of the Search Asst. proposed by the Curator may be sanctioned on a temporary footing for a period of six months or till the M.R.O. is brought back to Madras, whichever is earlier (The Record Office is now located partly in Chittoor and partly in Madras and Palmaner).

The question whether the post should be continued may be reviewed when the M.R.O. returns to Madras or at the end of the six months' period referred to above.

For orders.

5. The Curator suggests (a) that the Search Asst. may be placed on the scale of pay of Rs. 175-15/2-250 and (b) that ^{the post} ~~it~~ may be declared a selection post. The pay proposed seems excessive, being higher than the scale allowed to the Senior Asst. of the M.R.O. viz. Rs. 175-15/2-220. It seems sufficient to sanction the Senior Assistant's scale for the new post. For orders. Suggestion (b) above may be accepted.

6. The file may be sent to Finance u.o. for remarks.

CWA
18.5.46

'A' & 'B' above may be accepted.

18/5/46 DS

Finance
Finance (E-3).

The proposal relates to the creation in the M.R.O. of a post of Search Assistant on Rs 175-15/2-220. The extra cost of the proposal is Rs 2,919 per annum. The proposal is intended to place on a secure and efficient footing one of the expanding activities of the M.R.O. viz., that of furnishing to the Departments of Govt. complete notes upon important matters arising in the course of administration.

This work has hitherto been done solely by the Curator himself with only the occasional aid of one or two

of his Assistants. It is stated that the number of requisitions for the writing of notes is increasing and that at present the Curator has in hand 3 important cases/for which notes have to be written. Similar requisitions from other departments may have also to be attended to. E.P.H. consider that it would be better to utilise the services of the M.R.O. regularly for the writing of such notes instead of asking the office to send the records alone. The advantages of having such a distinct post of Search Assistant are stated in para 17 of the Curator's letter on p.5 C.F. Obviously the work for which a separate post of Search Assistant is asked for is a normal function of the M.R.O. and such work had in fact been undertaken by the Curator so far. In cases where the special work entrusted to the Curator was elaborate specific temporary posts were usually sanctioned -- see para 14 on p.4 C.F. But in view of the reasons given at 'N' on pp.1-2 above, the case for a temporary post of Search Assistant as proposed at 'M' above may be conceded.

2. The scale of pay proposed for the Search Asst. is that of Senior Assistant viz., Rs 175-15/2-220 and it is intended to make the post a selection post. The post of Senior Assistant is filled by promotion of the Assistants on Rs 100--150. The post of Search Assistant on the scale of pay of Senior Assistant will mean that it is to be filled by promotion of the Assistants on Rs 100--150. In the past temporary posts of Special Assistants have been sanctioned on the following scales of pay:-

(a) Rs 175-15/2-250 (scale of pay of a Tahsildar). The scale of the post was sanctioned in view of the importance of the work -- (vide G.O.851 Rev. dated 24-4-45).

(b) Special Assistant on Rs 100-10/2-200 (as 14.3.4) (for looking after the work of publications of certain records) -- G.O.589 Edn. dated 10-4-42.

It seems sufficient if the scale of pay of the Search Assistant considered in this file is fixed as Rs 100-10/2-200. (extra cost will be Rs 2,000)

The Curator M.R.O. has made out a good case in this proposal. I know the work he has done in these special notes. He must have spent a great deal of time in their preparation. R. N.

Searchants of the Curator's letter at 5 C.F. This aspect of the question must be carefully proceeded with. The M.R.O. must be referred to the M.R.O. must be carefully settled. It should be laid down that requisitions for notes from the M.R.O. should be made only on the personal responsibility of the Secy or Dy Secy or Dept. EPH will be consulted with the Dept. on this point.

Vide below
18/5/46

B on p.2 above
K on p.2 above

X

B R on 15/2/46

(M)

(7)

The scale may be Rs 175-15/2-220 as proposed by EPH. A man is wanted for this post.

Box



to see how the proposal can be affected
M.R.O. moving on to Macao.
action may be for 6 months in the
first instance.

25/5/46

EDH

25/5/46

A draft order is submitted for approval.

Fin. no 29380 E.H. 46-1
25-5-46.

28 MAY 1946

28431

After view, action ^{with} ~~margin~~ taken
separately on the suggestion made by the
deputy; Finance, in the margin
and 3 ante.

25/5/46 30.5.46 31/5/46 28/5/46 H.M. (Eden)

The draft order below explains
the proposal.

For approval.

S.R.K. Auwar

3.6.46

H.M. (Eden) TSA
6.6.46



B.17
Pouffe